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The Georgia Association of Homes and Services for the Aging is the statewide association of over 140 key not-for-profit and other mission-focused organizations dedicated to providing quality housing, health care, community based and other related services for older Georgians. GAHSA's mission is to represent and promote the common interests of its members through leadership, advocacy, education and other services in order to enhance each member's ability to serve older Georgians.

Events at a Glance ...

Continuing Education Events at a glance ...

- February 7th – gahsaNEXT event, 9am – 4pm at the gahsa office
- February 9th – gahsa Assisted Living Symposium, 10am – 3pm at Atherton Place
- February 15th – gahsa Winter Luncheon – Building Cultural Confidence
- February 23rd – gahsa Adult Day Services Symposium
- End of February – Elderly Housing Symposium
- February 27 - March 1st – Senior Week at the Capitol
- April 15 – 17 – gahsa Annual Conference, Savannah Marriott Hotel
Advancing Knowledge & Improving Lives

Meetings at a glance ...

- January 24, 9:30am – noon, Georgia Institute on Aging Board of Directors Meeting at the gahsa office
- January 25, 10am – 2pm, gahsa Board of Directors Meeting at the gahsa office

Please visit www.gahsa.org or contact the GAHSA office for additional information on any of these meetings or events

Member Information

Copies of AAHSA *CCRC and NH Salary & Benefits report 2006-2007* are housed at the gasha office. Please contact us if you would like use of them.

TIPS OF THE MONTH ...

Sixty Plus Older Adult Services and the Georgia Chapter of the
Alzheimer's Association Presents:

What About Driving?

Whose responsibility is it to evaluate the driving ability of an older adult?

Wednesday, February 7, 2007

1:00 to 3:00 p.m.

This program is for older adults, caregivers, family members and professionals working with older adults. We will discuss driving issues, warning signs, future trends and community resources, with physicians, occupational therapists and professionals in the field of gerontology.

The Cathedral of St. Philip
2964 Peachtree Road
Atlanta, Georgia

For more information, call Sixty Plus Older Adult Services at 404-605-3867.

Registration is required. Please call 1-866-900-4321.

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A Tip From TechBridge

Hello All!

Happy New Year! May this year be your best year yet! I hope that everyone was able to slow down, even if just long enough to take a little time to recharge your batteries to get ready for 2007.

Way back in December, we focused on some shortcut tips that you could use to navigate about your computer without having to use your mouse. I promised that this month I would share a few more of those little tips, so it is now time for me to stand and deliver.

A lot of folks have asked for similar shortcuts that they could use in their daily applications, so I have done a little investigation, and here we go.

I am focusing on only two Microsoft applications, Word and Excel. There are similar shortcuts available for Outlook, and Internet Explorer and other applications, but time and space will not permit going into all of those. Enough chatter, on with the shortcuts! Remember, this is only a sampling, there's a lot more where these came from!

Shortcut Key	Description
Word	
F7	Spell check the selected text and/or document
F1	Help
Ctrl + B	Bolds the highlighted section
Ctrl + C	Copy the highlighted section
Ctrl + V, Shift + Insert	Paste
Ctrl + L	Aligns the line or selected text to the left
Ctrl + E	Aligns the line or selected text to the center
Ctrl + R	Aligns the line or selected text to the right
Excel	
F2	Edit the selected cell
F5	Go to a specific cell, i.e. C6
Shift + F5	Bring up search box
Ctrl + K	Insert link
Ctrl + P	Bring up the Print dialog box to begin printing
Ctrl + I	Italic the highlighted section
Ctrl + Space	Selects the entire column
Shift + Space	Selects the entire row

If you have any questions, give us a call!

Happy Technology,
Anthony Young,
Director of Client Development

Do you have PDF capabilities? If not, go to www.primopdf.com and you can download a free program.

GAHSA Book Clubs

Each quarter we will select a book so anyone interested can read it. Towards the end on the quarter, we will schedule a time to get together to discuss the book (we are working on providing an opportunity for members around the state to call-in for the discussion) as well as develop an executive summary of the book to share with members. More details to follow in the February 2007 issue...